

## DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

### LONG-TERM CARE SENIOR POLICY ANALYST

Role Title: Policy and Planning Specialist II

Position #: 00821

Pay Band 5, Level III - Hiring Range: \$41,778 - \$68,000

**Closing Date: December 29, 2014**

Exciting opportunity to join a fast paced team responsible for developing, administering, and managing innovative long-term care services and programs within the Division of Long-Term Care. The Policy Analyst serves as an expert in long-term care with a focus on intellectual and developmental disabilities services and supports. This position represents the Agency on state level inter-agency committees and workgroups that focus on Medicaid disability waiver redesign activities and assistance in implementation of the Department of Justice settlement agreement including development, implementation and evaluation of waivers. Incumbent assists in the development and revision of regulations, policies, procedures, and reporting for state and federal authorities. Incumbent supports the division in research, policy analysis, program development, program evaluation and special projects, and analyzes system data. Successful candidate must possess significant professional level experience in long-term care systems, health care consulting or health plan operations and policy analysis. Must have demonstrated ability to work independently and work on multiple complex projects simultaneously. Requires demonstrated ability to interpret laws, rules, regulations and guidelines, and to assess the degree of compliance. Must have ability to communicate findings and recommendations both orally and in writing; and to conduct research or studies independently. Must be proficient using spreadsheets, word processing and presentation software on the PC. Must have demonstrated ability to interact effectively in a team environment both within and outside the Agency. Advanced degree with major study in health care administration, social work, business administration or public administration is preferred.

#### ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

**FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED**

Receptionist: 804-786-5408, TDD 800-343-0634

#### Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: [http://www.dmas.virginia.gov/ab-position\\_vacancies.htm](http://www.dmas.virginia.gov/ab-position_vacancies.htm)

**Applicants needing accommodation to apply for openings should contact the DMAS receptionist for additional information.**

**EEO/AA/ADA**